

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, March 17, 2020

Board Members Present: J. Mitchell, L. Franke, K. Lukens. By phone: B. Clancy. By Video Conferencing: J. Wieland and J. Jansch

Excused: S. King, A. Tran

Others Present: K. Pahlow, A. Nizzia, S. Johnson, C. Maricque, N. Kohls

1. Action Item: Call to Order  
J. Mitchell called the meeting to order at 3:33 PM.
2. Open Forum - None
3. Action Item: Approval of December 17, 2020 Minutes  
**Motion made by L. Franke, seconded by B. Clancy, that the minutes from the December 17, 2019 Board meeting be approved. MOTION CARRIED UNANIMOUSLY.**
4. Action Item: Approval of Agenda  
**Motion made by J. Jansch, seconded by L. Franke, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.**
5. Action Item: Donations  
**Motion made by B. Clancy, seconded by J. Jansch, that the January, February and March donations be approved. MOTION CARRIED UNANIMOUSLY.**  
K. Pahlow presented the donations, highlighting the large donation from Miriam Mulva for the Winter Blast.
6. Action Item: Payment of Bills  
**Motion made by L. Franke, seconded by J. Jansch, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.**  
C. Maricque stated the expenses were routine for this time of the year. No questions asked.
7. Action Item: Financial Report  
**Motion made by B. Clancy, seconded by J. Jansch, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.**  
C. Maricque stated that there wasn't a lot of activity. The levy came in January and interest is trending higher than expected. Additional funds were received for the installation of cameras. Three Categorical Aid Special Education payments have been received.
8. Action Item: Resignations  
**Motion made by L. Franke, seconded by J. Wieland, that the Board accept the resignation of Instructional Aide, Becky Lemons and Teacher, Jessica Manibog.**
9. Action Item: Retirement  
**Motion made by J. Jansch, seconded by B. Clancy, that the Board accept the retirement of Instructional Aide, Paula Bavinck and Teachers, Julie Stumpf, Sandy Siebens and Sheryl Brunette. MOTION CARRIED UNANIMOUSLY.**  
K. Pahlow thanked the staff for their many years of service and dedication to the BCCDEB students and their families.
10. Action Item: Pledge Write Off  
**Motion made by B. Clancy, seconded by J. Jansch, that the Board approve the Pledge Write Off for Mr. & Mrs. Gary Ziegelbauer. MOTION CARRIED UNANIMOUSLY.**

March 17, 2019

11. Action Item: Unpaid Meal Charges Policy

**Motion made by J. Wieland, seconded by J. Jansch, that the Board approved the revision to Policy 5.11 School Lunch Service regarding Unpaid Meal Charges. MOTION CARRIED UNANIMOUSLY.**

In preparation for the upcoming DPI Food Service Audit, this policy needed to be updated. The intent of this policy is to state that Food Service funds will not be used to fund students unpaid lunch balances.

12. Action Item: Wellness Policy

**Motion made by L. Franke, seconded by J. Jansch, that the Board approved the revised BCCDEB Wellness Policy and Rules. MOTION CARRIED UNANIMOUSLY.**

E. Nuthals, school nurse and the administrative team updated the Wellness Policy to meet USDA requirements. Areas addressed were: expectations, advisory committee members, physical & nutrition goals and staff wellness.

13. Discussion Item: Pandemic Plan

Per DPI requirements, the school is to have one in place. S. Johnson and E. Nuthals are working on it and will bring back a plan for the board to review. K. Pahlow wanted to know what the Boards expectations were regarding their involvement in this plan. Board felt that a member was not needed to sit in on the planning. They felt very strongly that the communication they receive from the school is prompt, professional and they are well informed of what is going on.

14. Mental Health Committee Update – Postponed to future date.

15. Discussion Item: Administrator's Report

Most of time lately has been consumed with the Covid 19 pandemic. K. Pahlow has been actively engaged with area district superintendents, De Pere Health Department, CDC, and DPI. The Admin team started a google doc for staff to write down all their questions and concerns and each one was addressed at a staff meeting. We have a communication system in place with our parents. The Admin team will continue to monitor the situation and determine next steps based on the Governor's Orders. Discussions will be held regarding what we will do in the long term. A. Nizzia is working on resources with teacher and parents. C. Maricque is working with the facilities team on sanitizing and cleaning responsibilities. Sarah Johnson remains on point for how we will administer student IEP's through the use of technology. E. Nuthals and D. Vandevort are staying connected with the De Pere Health Department. K. Lukens stated that the wife of the president of St. Norbert College is making cloth masks if anyone is interested contact her.

Staff have been notified of current openings before they are posted on WECAN. Interviews will begin shortly for the open teaching positions. We have some promising applicants. Filling the open aide positions will follow.

16. Discussion Item: Parent Organization Report

They had a very successful Winter Blast in February. Their board continues to meet on a regular basis. They are reviewing and hoping to approve their by-laws in the near future.

17. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting of other specified public business, whenever competitive or bargaining reasons require a closed session.

**Motion made by K. Lukens, seconded by L. Franke, that the Board move into Executive Session at 4:12 PM. MOTION CARRIED UNANIMOUSLY.**

March 17, 2019

Board returned to open session at 4:55 PM.

18. Action Item: Adjournment

**Motion made by Larry Frank, seconded by Krissy Lukens, to adjourn the March 17, 2020 Brown County Children with Disabilities Board meeting at 4:55 PM. MOTION CARRIED UNANIMOUSLY.**